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4 April 1966

Rewrite of second section of proposed notice of Agency RD&E

2. RESPONSIBILITIES

a. The Deputy Director for Science and Technology is responsible for:

a. <sup>1.</sup> Coordinating and reviewing office RD&E program plans and developing an overall RD&E plan in accordance with the Agency's program planning and budgeting system.

b. <sup>2.</sup> Insuring that the elements of the Agency RD&E program plan are oriented directly to the ~~mission of the Agency~~ <sup>functions, missions and objectives of the Agency and its components.</sup>

c. <sup>3.</sup> Providing direct guidance to all offices of the Agency in helping to identify RD&E possibilities and alternatives to meet ~~Agency goals~~ <sup>approved</sup> and objectives, and operational requirements.

d. <sup>4.</sup> Supporting the Executive Director <sup>(and, where appropriate, the Director/PPB)</sup> and the Director/PPB by:

(a) Establishing coordinated long-range objectives for Agency RD&E.

(b) Establishing agreement, insofar as possible, with the Deputy Directors on relative priorities of elements within the Agency's RD&E program plan.

(c) Assisting in ~~defending~~ <sup>defending</sup> the Agency's RD&E programs before representatives of the Bureau of the Budget and the Congress.

(d) Maintaining, in coordination with the Director/PPB, a catalog of current information on the purpose, objectives, status and progress of all Agency research projects. This catalog should be organized for use by the Executive Director-Comptroller in the over-all Agency program planning and budgeting controls. <sup>The catalog will be used in keeping Agency components informed of RD&E work under way in another component of direct interest to the former component.</sup>

(e) Undertaking systems studies on RD&E proposals as required in support of the Agency's program approvals mechanisms.

b. The Deputy Director for Science and Technology is authorized to appoint a special assistant to aid him in the foregoing, and to establish such advisory committees including outside consultants and technical personnel as he may deem necessary.

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## 3. PROCEDURES

- a. Formulation of the Agency RD&E Program Plan: proposed RD&E program plans including cost estimates will be prepared by offices engaged in RD&E activities in accordance with the Agency planning programming system. The originating office proposals will be coordinated with the DD/S&T. After coordination the originating office will include such RD&E plans with its office program submission to its Deputy Director for review and approval and for incorporation in the Directorate's program plans submitted to O/PPB. The DD/S&T will consolidate the proposed RD&E plans, review this plan with the Deputy Directors, and submit an overall Agency plan, together with Directorate comments, through O/PPB, to the Director for approval.
- b. Execution of Agency RD&E Plan: in the implementation of the approved Agency RD&E program by various offices, the DD/S&T will review and comment on all proposed RD&E projects, in excess of \$25,000 before submission to the appropriate Deputy Director for approval. All RD&E projects which involve (1) a significant policy consideration or for other reasons suggest consideration at the DDCI level, (2) a total authorization in excess of \$150,000 in the current fiscal year, or (3) an amendment to an existing project which raises the total authorization more than \$100,000 above the previously approved level, shall be reviewed and concurred in by the DD/S&T before submission through O/PPB to the DDCI for approval.

The DD/S&T review will include considerations of technical feasibility, completeness, compatibility with the approved Agency RD&E program plan, relative priorities, and other pertinent program particulars. He will discuss RD&E proposals with the office involved if there are any problems regarding his concurrence and will recommend appropriate changes or modifications. In those instances where satisfactory resolution cannot be achieved, the DD/S&T will resolve the problem with the Deputy Director concerned. If agreement cannot be reached on proposed RD&E projects, the proposal will be forwarded by the responsible Deputy Director through O/PPB to the Director along with the comments and recommendations of the DD/S&T.

- c. Reprogramming: the DD/S&T <sup>will participate</sup> in conjunction with other Deputy Directors concerned and O/PPB, <sup>it</sup> will review and <sup>of</sup> concur in RD&E reprogramming in excess of \$~~50,000~~<sup>25,000</sup> and replanning proposals which may be required because of budget actions, shifts in program emphasis, technical developments, or higher priority requirements ?
- d. The DD/S&T will work with the research, development, and engineering organizations to improve the overall quality of technical effort and, in cooperation with the Office of Logistics, the Office of Planning, Programming, and Budgeting, and other interested elements, promote the use of common administrative procedures and practices among the RD&E elements.